

## Group 5 Cadet Orientation Flight Guidance

Purpose: To provide guidance to units with cadets to organize and host unit orientation flight events.

1. Read the [Cadet Orientation Flight Syllabus](#), CAPP 52-7. Use the guidance to plan the orientation flight event, prepare for paperwork before and after the flight, and ensure a successful event! The remaining guidance in this document is intended to complement and provide CAWG specific instructions.
2. Ensure that CAWG has sufficient orientation flight funding for the flights. Contact Lt Col Jim Crum (CAWG/CS) at [jimcrum@earthlink.net](mailto:jimcrum@earthlink.net) to determine if CAWG has funds available for cadet orientation flights.
3. Recruit Cadet Orientation Flight Qualified Pilots to serve. You can obtain the current list of qualified O flight pilots through E-Services. Launch the Operations Qualifications module, click Reports, select the 'Cadet Orientation Pilot Report', and select 'PCR-CA-445 – NORCAL GROUP 5' as the organization. This report will contain a listing of all current O flight pilots in Group 5. Contacts pilots closest to aircraft and/or airport that will be used for the event.

The screenshot shows the 'OPS Quals - Reports' web application. On the left is a navigation menu with links for 'About Ops Quals' (Overview, FAQs, CAP Helpdesk, Aircraft Identifiers), 'Approvals' (Approvals (0)), 'Validations' (Validations (0)), 'Reports' (Reports), and 'Counterdrug' (Counterdrug). The main content area has a breadcrumb trail 'Home > Reports > Reports'. It features a '\*Report' dropdown menu set to 'Cadet Orientation Pilot Report', a '\*Organization' dropdown menu set to 'PCR-CA-445 - NORCAL GROUP 5', and an unchecked checkbox for 'Unit Only (Optional)'. Below these are radio buttons for 'PDF' (selected), 'Word', and 'Excel'. At the bottom are 'View Report' and 'Reset' buttons.

4. Ask pilots to reserve aircraft. Group 5 currently has 5 aircraft assigned:
  - a. Sacramento – Cessna 182 Nav III
  - b. Auburn – Cessna 182
  - c. Redding – Cessna 182
  - d. Santa Rosa – Cessna 182
  - e. Novato – Cessna 206

The pilots who are serving for the event should reserve the aircraft in WMIRS, enter the sorties and request the flight release.

5. Recruit a ton of cadets! This should be the easiest part, but be sure that cadets (and their parents) understand the when they sign up for a flight, they are marking a commitment to take advantage of an opportunity that requires a lot of resources and manpower; if the cadet doesn't

show up, they have potentially taken away the opportunity from another cadet. You can check to see which cadets are eligible for reimbursable flights through the Cadet Orientation Report, found in the Members Report section.

## Member Reports

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\*Denotes Required Fields

Member Reports > Modules > Member Reports

\*Report

Cadet Orientation Report

\*Reg-Wing-Unit

PCR-CA-273

☐ View Unit ONLY (Optional)

☐ INCLUDE Inactive Members Within Past 90 Days (Optional)

☐ View Inactive Members Within Past 90 Days ONLY (Optional)

Member Type

CADET

Select File Type

☒ PDF ☐ Word ☐ Excel

View Report

Clear All

- Obtain reimbursement from CAWG HQ for the pilot's fuel expenditures. Complete the [CAWGF 10](#) for each aircraft/pilot involved in the event. It is critical that this form is completed correctly, and submitted with receipts to CAWG HQ.